

DUTY STATEMENT

Classification Staff Counsel	Position No. 140-5778-031
CBID R02	Office Office of Chief Counsel
Date Prepared September 9, 2011	Division
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the supervision of an Assistant Chief Counsel, the incumbent regularly performs a variety of legal services, including transactional work on contracts, loans, and grants, and performing other legal duties as needed.

WORKING CONDITIONS:

Work is performed indoors in an office setting and occasionally in facilities near proposed power plant sites or with other agencies.

DUTIES AND RESPONSIBILITIES:

- 75% Advises the Commission and its staff on Commission programs, including grants, loans, and contracts, legislation, and policy reports. (E)
- 20% Advises the Commission and its staff on rulemaking proceedings and legal matters before other boards and agencies of state and federal government. (E)
- 5% Performs other duties as required that are consistent with the specifications of this class. (E)

I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL JOB DUTIES OF THIS POSITION.

Signatures			
Name of Employee Title: Staff Counsel	Date	Name of Supervisor Title: Assistant Chief Counsel	Date